**WUSC Sponsored Students - Applying for OSAP**

For the first 12 months of sponsorship – first year of study:
- Students are not eligible to apply for OSAP since sponsorship provides funding for living and academic costs.
- Students with financial need, beyond the sponsorship funds, should consult with their Registrar Office to investigate other sources of non-repayable aid that may be available.

Financial planning timeline beyond the first 12 months of sponsorship – second year of study and beyond:
- **Prior to start of classes in September (we recommend you apply before the end of April):**
  - Students should apply for full-time OSAP through the OSAP website: http://ontario.ca/osap
  - Supporting documents should be uploaded through the OSAP website at the time of application:
    - Examples:
      - copy of the front AND back of Permanent Resident card
      - Student signature forms
      - Parental signature forms
      - Etc.
  - First time applicants to OSAP will have to complete an online Master Student Financial Assistance Agreement form. Instructions will be on the OSAP website after you apply.
  - Single Students, who are out of high school for less than 6 years, are expected to provide information from their parent(s):
    - This includes completing the parental sections of the OSAP application, completing the parental signature pages and uploading the documents to the OSAP website.
    - If this information cannot be provided (e.g., civil unrest affecting mail services in the parent(s) country of residence; parent(s) unreachable because their location is unknown and/or parent(s) are in a refugee camp), then an appeal may be possible.
    - The appeal will be reviewed by the Ministry and could take a few months for a decision.
    - Required documents to support an appeal request should be uploaded to the OSAP website:
      - A letter of explanation including the student’s name, date, and detailed information on the extreme circumstances that support why the parent(s) are unable to sign the required documentation. The letter may also include information on the communication attempts made to obtain their parents’ signature.
      - A letter supporting the student’s claim from a third-party settlement or immigration organization that works with the student or family (for example, World University Service of Canada (WUSC)) on the organization’s letterhead. The letter should be signed and dated by a senior representative of the organization and include their name, contact information, and position within the organization.
      - Any other relevant refugee/immigration documentation that supports the student’s claim that the parent is unable to sign the required documentation.
    - If third party supporting documentation is not available, the student must provide an affidavit signed by the student confirming the explanation of why their parental signatures cannot reasonably be provided and why additional third-party documentation cannot be provided.
- **Mid-July to August:**
  - Official OSAP assessment available to student through the OSAP website.
  - Consult with Enrolment Services of any appeal possibilities.
  - Defer tuition fees: allows students to register without making minimum payment.
- **September:**
  - Fall OSAP funds released for full-time students: redirected to pay outstanding Fall fees first
- **January:**
  - Winter OSAP funds released for full-time students: redirected to pay outstanding fees first